

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

RECREATION AIDE

DEFINITION:

Under immediate supervision, to perform a variety of nonprofessional duties in support of aquatics or recreation programs; in a training capacity, to assist in aquatics or recreation programming; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Staffs an equipment office and distributes athletic gear and games;
- Sells tickets;
- Arranges facilities for events;
- Performs a variety of general maintenance functions at recreation facilities such as vacuuming pools, sweeping and cleaning pool decks, locker rooms, restrooms, classrooms and other areas;
- Assists in preparing golf course for play by performing such duties as mopping greens, raking sand traps, and setting cups;
- Makes simple repairs to equipment and facilities;
- Answers telephone and personal inquiries and provides routine information;
- Leads children in various athletics, arts, crafts, and other play activities;
- Assists in supervising the use of aquatics and recreation facilities by patrons;
- Assists instructors in teaching swimming or recreation classes;
- Scores and keeps time at athletic events;
- In a training capacity, provides limited aquatics or recreation instruction.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

No specific education or experience is required.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.